

KENTUCKY WORKFORCE INVESTMENT BOARD

BUSINESS MEETING

March 24, 2005
CPE Conference Room A
1024 Capital Center Drive
Frankfort, Kentucky

Call to Order:

The KWIB business meeting was called to order shortly after 10:00 a.m. by George Burkley, KWIB chair. He reported that additional board members had not been appointed but that he will inform the board as new appointments are made. He referenced his intention to revisit the role of the KWIB and the local WIBs and stated that the KWIB executive committee will work with him regarding the role of the board.

New Member Sworn In:

Secretary of State Trey Grayson, who had been unable to attend the January KWIB meeting, was sworn in as a KWIB member by Thomas D. Wingate, District Court Judge of the 48th Judicial District, Franklin County.

Roll Call:

The following members were present: Ms. Sharon Bird, Senator Charlie Borders, Mr. George Burkley, Governor Martha Layne Collins, Mr. William Conder, Deputy Commissioner Andrew Fraenhoffer, Secretary of State Trey Grayson, Dr. Michael McCall, Senator Vernie McGaha, Mr. Todd Mills, Mr. Ronald Ramsey, Mr. Nicky Rapier, and Ms. Sue Tamme.

The following members were absent: Mayor Jerry Abramson, Mr. James Baker, Mr. John Cary, Representative Larry Clark, Ms. Annette Jones, Judge/Executive Bill May, Mr. Ken Oilschlager, Mr. Ted Richardson, General James Shane, and Mr. Russell Starkey.

A quorum was exceeded. Of 23 appointed members, 13 were present.

Approval of Minutes:

The minutes from May 13, 2004, August 12, 2004, and January 26, 2005, KWIB meetings were approved as presented.

Bylaw Revisions:

Mr. Burkley expressed appreciation for the comments submitted regarding the revised bylaws. He proposed tabling the revision process to allow the executive committee to discuss the new strategic plan, the committee structure, and how the bylaws support the plan, and to allow for interaction with local areas before reassessing the committee structure.

Motion: William Conder made a motion to table the second reading of the bylaws. The motion was seconded by Deputy Commissioner Andrew Fraenhoffer.

Office of Employment and Training Administrative Update:

Executive Director Dr. Penny Armstrong reported that Governor Fletcher's Executive Order reorganizing the Education Cabinet had been approved by the Senate but that because of an amendment added to the House bill, that portion of the Executive Order had not been approved by the legislature. She reported that Trade Programs currently administered by the Division of Field Services are being shifted to the Division of Workforce Services. Details of the change are being handled by a work group.

Committee Activity:

Mr. Burkley stated that there had been no change in committee structure but noted the need to re-engage the committees and to review committee activities. A committee membership list (attached) was distributed with new committee chairs assigned to fill vacant positions as follows: Youth Committee chair – John Cary; Business and Industry Committee chair – William Conder; Marketing and Public Relations Committee chair – Sharon Bird. Mr. Burkley asked the chairs of each committee to determine schedules and times for committee meetings. In addition to the committee chair assignments, Andrew Fraenhoffer and Trey Grayson were appointed as at-large members to the executive committee. The executive committee will consider the strategic plan and committee structure. Additional members will be assigned to the other committees.

In response to a question raised about non-KWIB members serving on committees, it was stated that non-members may attend meetings and participate in discussions but only members appointed to the committee shall vote on committee business. All committee meetings are open to the public.

WIA State Plan:

Division of Workforce Services Director Susan Craft reported on the status of the five-year State Plan required by the U.S. Department of Labor by May 31, 2005. Ms. Craft provided the following information, some points were discussed in response to specific KWIB member questions and comments:

- The Plan, which initially covers two years, is to focus on the integration of employment and training services and the elimination of duplication of services.
- Kentucky's State Plan is being drafted using Governor Fletcher's Education Vision as it interfaces with workforce issues. The draft is being developed by a team consisting of workforce investment partners and will be presented at the April 26th KWIB meeting.
- Until reauthorization is finalized, within current law, the Plan will focus on years one and two of the five-year period.
- New performance measures will be negotiated.
- The local workforce investment areas will be asked to align trade and dislocated worker programs. Brief, concise local plans will be due by May or June. Local areas will be asked to align their plans with the approved State Plan.

- Ms. Craft responded to a question from Mr. Rapier on the development and review of the State Plan. Initially OET proposed using the concept of an advisory committee as was used in the development of the original WIA State Plan. It was decided rather than limiting input to designated KWIB members on this advisory committee, that input would be opened to the full Board. The draft Plan will be provided to the full Board at its April meeting.
- Ms. Craft will present the State Plan to the KWIB at the April meeting, identifying key decision points.
- The KWIB's role in the State Plan is to assist in its development.
- Kentucky has met or exceeded performance measures and has received federal incentive funds except this past year when one or more programs did not meet performance standards. (Detailed information is not yet available regarding this.)
 - Statistics are available on a quarterly basis.
 - New performance standards will include all old standards plus new standards for adult and dislocated workers.
 - New common measures will be in place.
 - Wagner-Peyser measures will not be negotiated; however they will be tracked and reported as baseline data for future use.
- Kentucky is responsible for negotiating its federally mandated performance measures.
- Performance measures will be negotiated with local areas. Various models are being explored.
- State Plan partners, including economic development, have provided input for the new Plan.
- It is hoped that the new Plan may allow for greater flexibility in the use of funds to meet needs.

Mr. Burkley closed this discussion stating a desire for the Plan to have a visionary element.

WIA Reauthorization:

Dr. Penny Armstrong provided a brief summary of WIA Reauthorization. On March 2, 2005, the House of Representatives passed HR 27, the Job Training Improvement Act, which clarified youth service questions, added TANF, and gave state governors responsibility for eligible providers. The Senate bill (SB 9, the Life Long Educational Opportunity Act) has not been approved.

Burkley requested a summary and side-by-side analysis of the Reauthorization bills with email updates to include Web addresses for pertinent information.

Future Meeting Dates:

The next KWIB meeting will be held Tuesday, April 26, 2005. (It will be held in the first floor State Board Room of the Capital Plaza Tower, Frankfort.) The meeting is to begin at 10:00 a.m. The times and dates of other future meetings will be determined based on member responses. Not all members had responded to the survey distributed to them by mail.

Motion:

A motion was made and seconded to accept all items as discussed.

Miscellaneous:

- A draft of the new State Plan will be included in the packet for the April 26, 2005, meeting.
- Information on existing performance measures will be provided if proposed performance measure information is not yet available.
- Chair Burkley stated that he will ask committees to meet prior to the date of the next KWIB meeting.
- Elizabeth Hack, KWIB Administrative Coordinator, explained about the Reference Guide notebooks given to the KWIB members.

The meeting was adjourned after which a light lunch was provided for KWIB members, LWIB directors, and staff.

Kentucky Workforce Investment Board

Standing Committees

Updated March 2005

YOUTH	ACCOUNTABILITY/FUNDING
<p>John Cary (Chair) Todd Mills</p> <p>Staff: Sharon Britton Judy Hill</p>	<p>Michael McCall (Chair) Larry Clark Ron Ramsey Jerry Abramson Ted Richardson</p> <p>Staff: Susan Craft</p>
<p>The Youth committee will provide policy guidance and action plans regarding the development of a comprehensive, statewide approach to preparing youth for the demands of the current and future workplace. In order to better meet the needs of youth, the committee may look at such things as leveraging resources, developing strong partnerships with P-12 (KDE), strengthening collaborative relationships among agencies that serve youth and working closely with the business community to ensure that today's youth meet their workforce needs.</p>	<p>The Accountability & Funding Committee is charged with developing and overseeing both formal and informal system accountability measures and specific performance indicators. The committee is also responsible for reviewing performance on an ongoing basis to ensure continuous improvement. Additionally, the committee is charged with oversight of financial information and funding flows through the employment and training system. Issues to be considered will include the allocation formulas for various programs to the local levels, coordinating funding streams and programs to ensure maximum use of available funding and review of resources flowing through Kentucky's One-Stop Career System.</p>
LOCAL LIAISON	BUSINESS & INDUSTRY
<p>Martha Layne Collins (Chair) Nicky Rapier Charlie Borders Bill May</p> <p>Staff: Charles Puckett Pat Dudgeon</p>	<p>Bill Conder (Chair) James Shane Sue Tamme</p> <p>Staff: Barbara Cook Linda Pankratz</p>
<p>The Local Liaison Committee will be responsible for developing strong linkages and communication with the local WIB boards. They will develop and oversee a plan for providing ongoing system wide technical assistance and capacity building. They will consider such things as statewide conferences, system leadership development, and regional workforce forums.</p>	<p>The Business and Industry Committee will develop an action plan to ensure that Kentucky's workforce development system is "business-driven" and that public partners and training institutions work closely with business and industry to develop the highly skilled workforce that they need. The committee will also identify ways to increase business and industry's awareness of workforce issues and involvement in workforce development initiatives throughout the Commonwealth.</p>

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MARKETING & PUBLIC RELATIONS
Sharon Bird (Chair) James Baker Annette Jones Staff: Linda Prewitt
<p>The Marketing and Public Relations Committee shall be responsible for developing and overseeing the implementation of an action plan to raise the awareness of the importance of workforce development issues, promote the one-stop system and its partners and help businesses and citizens understand the role of the KWIB.</p>

EXECUTIVE
George Burkley (Chair) John Cary Bill Conder Sharon Bird Michael McCall Martha Layne Collins Larry Clark Charles Borders Andy Frauenhoffer Trey Grayson Staff: Elizabeth Hack
<p>The Executive Committee shall be empowered to make emergency or time-sensitive decisions between regularly scheduled full Board meetings. These decisions are subject to ratification and approval of the full Board at the next regularly scheduled meeting. Additionally, they will look at legislative issues related to workforce system development and integrated service delivery at both the state and federal levels, and as appropriate, initiate state and federal legislative proposals to address these issues.</p>